



**AFPC**

*Integrity - Service - Excellence*



# **Air Force Civil Engineer Officer Assignments**



**U.S. AIR FORCE**

**Palace Blueprint**  
September 2004



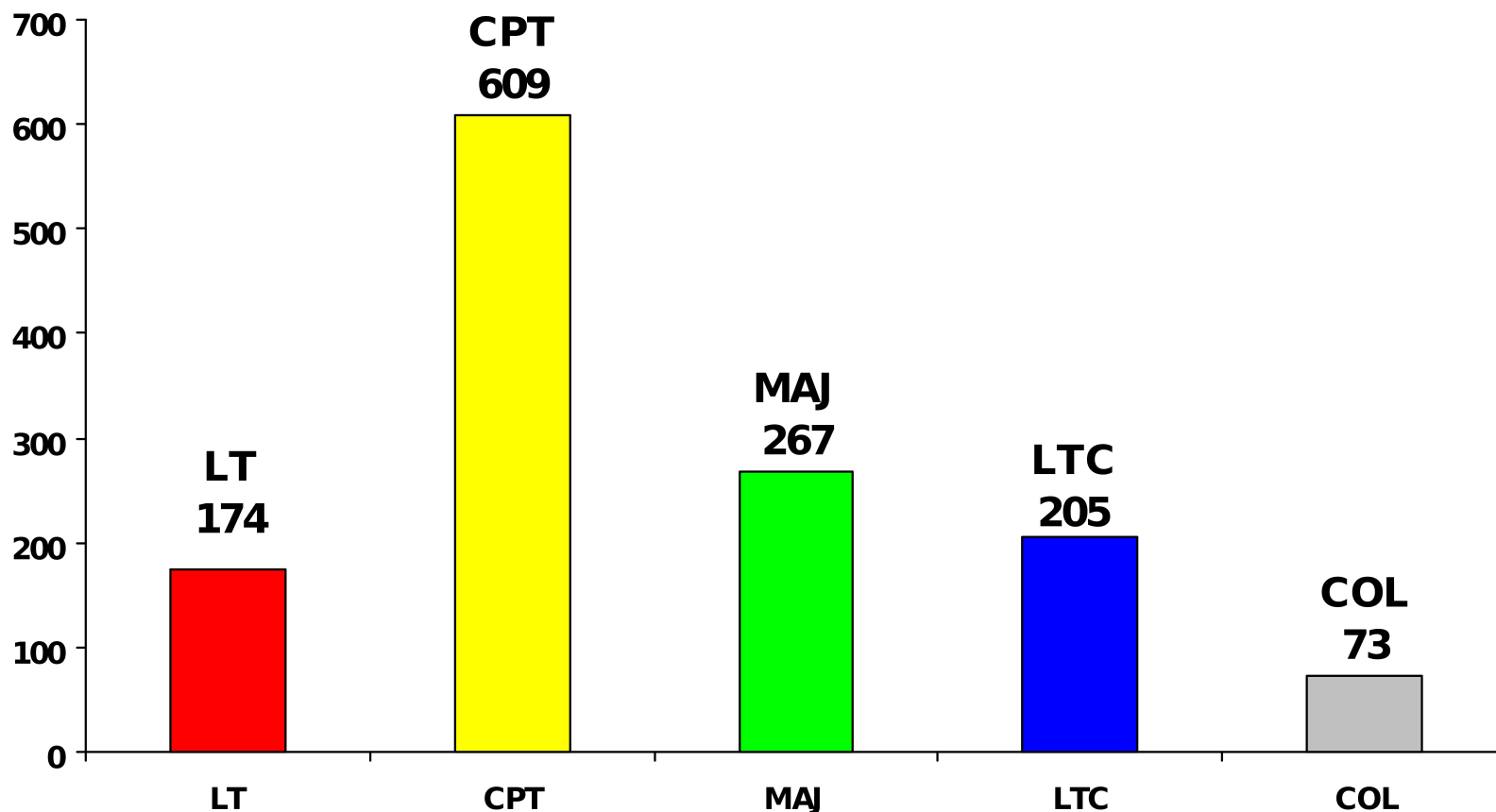
- Our Numbers
- Assignment Process
- Other Issues

As of: 7 Ju

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# Authorizations by Grade



As of: 7  
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GRAD E	LT	CAPT	MAJ	Lt COL	COL	TOTALS
AUTH	174	609	267	205	73	1,328

Sep  
04



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# Assigned Breakdown

Start With

**1566 Core CE Officers**

**111%  
manned**

Subtract Out

**198 Officers  
Outside 32E DAFSC**

**Students  
& Broadening**

Left With

**1368 Officers  
in 32E DAFSC positions**

**103%  
manned -  
looks good**

To Fill

**1328 Core 32E positions**

**but skewed  
by LT manning**



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# Authorized vs Assigned



700

600

500

400

300

200

100

0

**32E Auth**

**32E Assigned**

421

609

418

267

276

205

195

174

73

58

**LT**

**CPT**

**MAJ**

**LT COL**

**COL**

**241.9%**

**66.6%**

**103.4%**

**95.1%**

**Sep 04**

**79.5%**

**Total Manned = 103.0%**



# Assigned Breakdown



- After filling “Must Fill” positions
  - Short tours (All grades)
  - Air Staff (All Grades)
  - Joint tours (LTCs, MAJs)
  - Some base level (LTCs, MAJs, CPTs)
  - Most AFIT instructors (MAJs, CPTs)
  - Most MAJCOM Staff (LTCs, MAJs, CPTs)
- “Entitled” positions are filled with what’s left...

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# Assigned Breakdown



- What's left is distributed to remaining bases & staffs (entitlements)
  - Overall: We can fill about 25% of entitled positions *in grade*
  - CPTs: 33% (with emphasis on OS long & AEF missions)
  - MAJs: 54%
  - LTCs: -13%
- This drives assignment realities...
  - **Baseline: 1 Capt/CONUS base-level CES**
  - No captain backfill for most career broadening internal fills
  - Many lieutenants at CONUS base-level
  - Few FGOs left over for FOAs/DRUs/NAFs

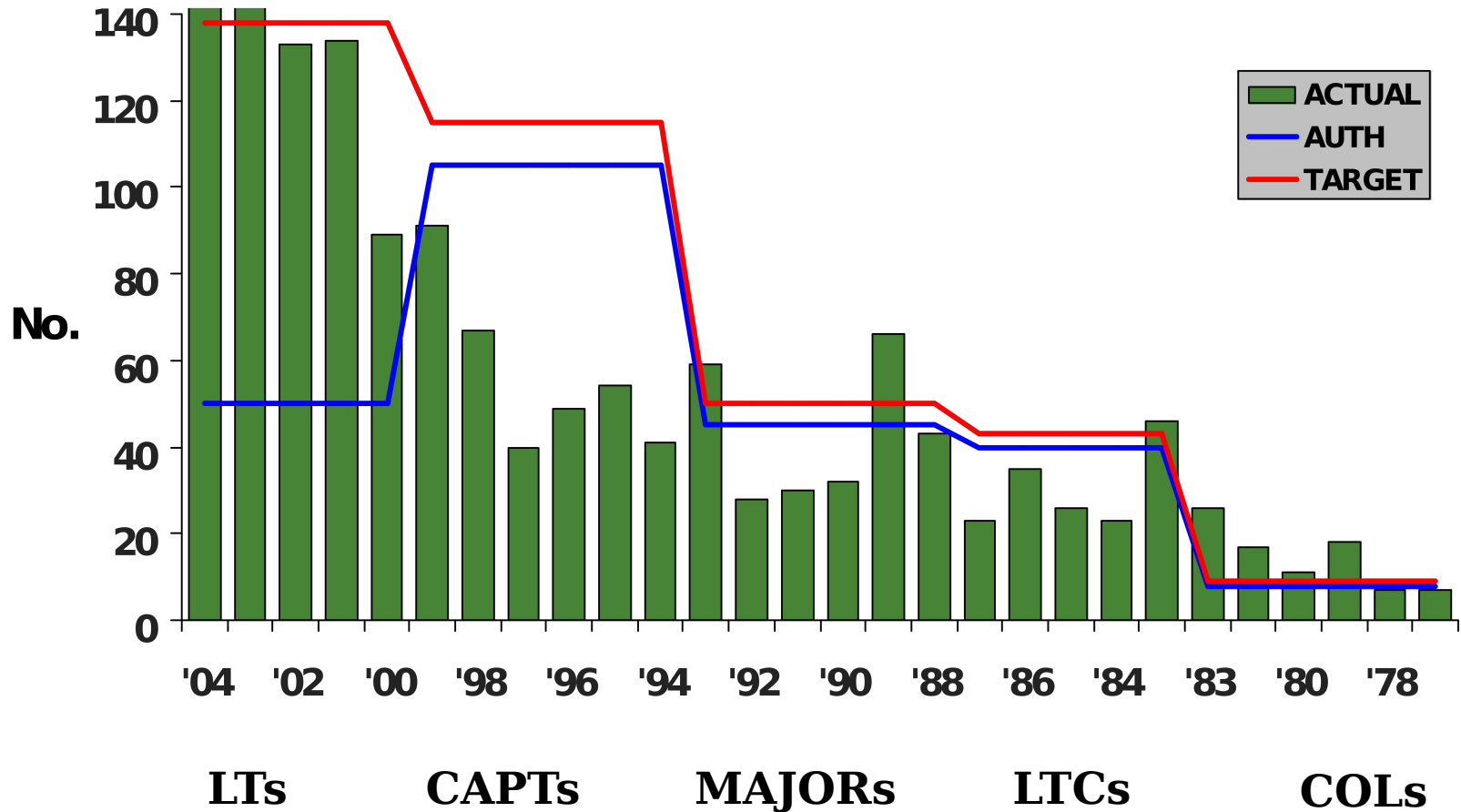
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# 32E Inventory by Year Group



**Sep 04**



# ***Assignment Process***



- Timelines
- VML
- Requisitions
- Personnel Requirements Display (PRD)
- Transitional Officer Development Plan (T-ODP)
- Notification

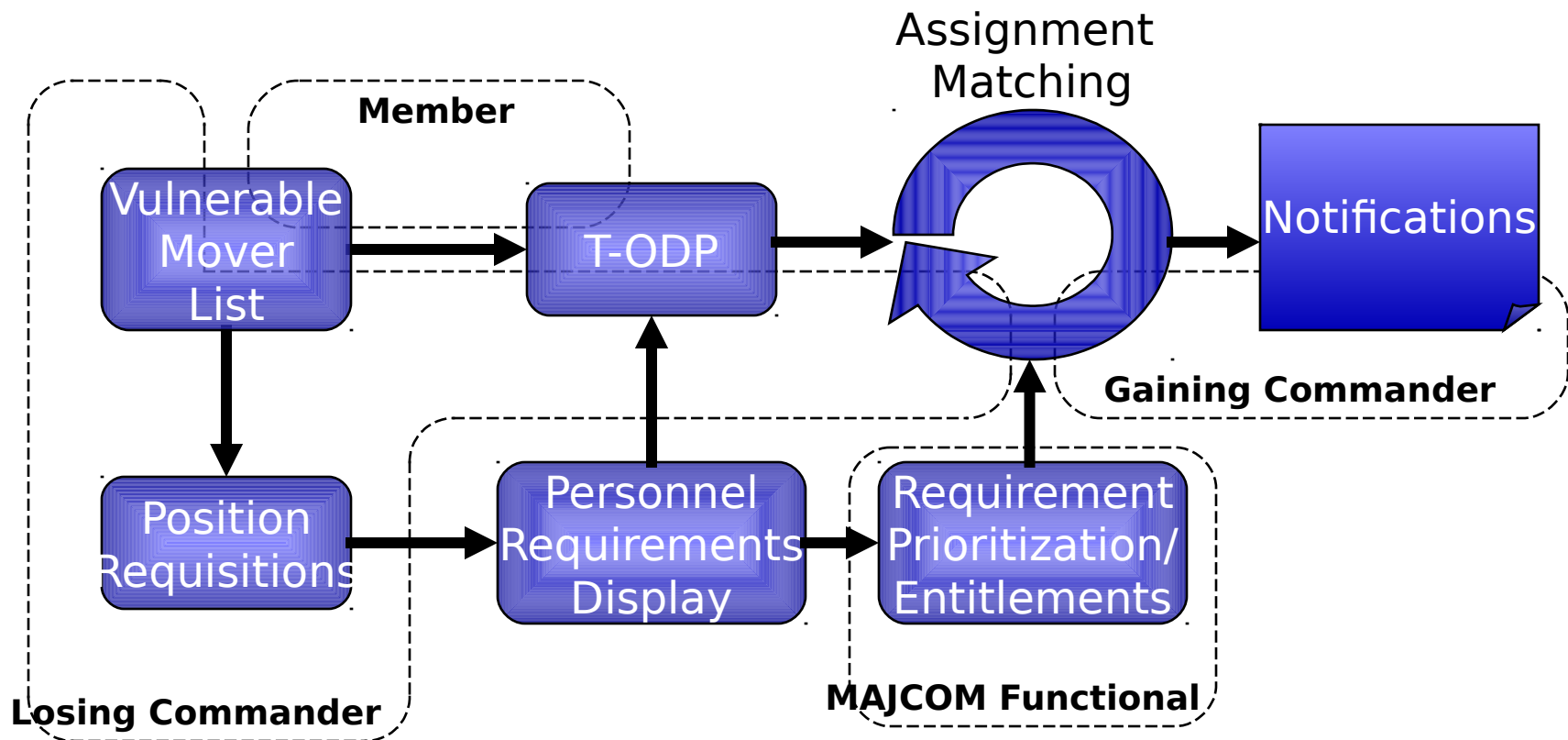
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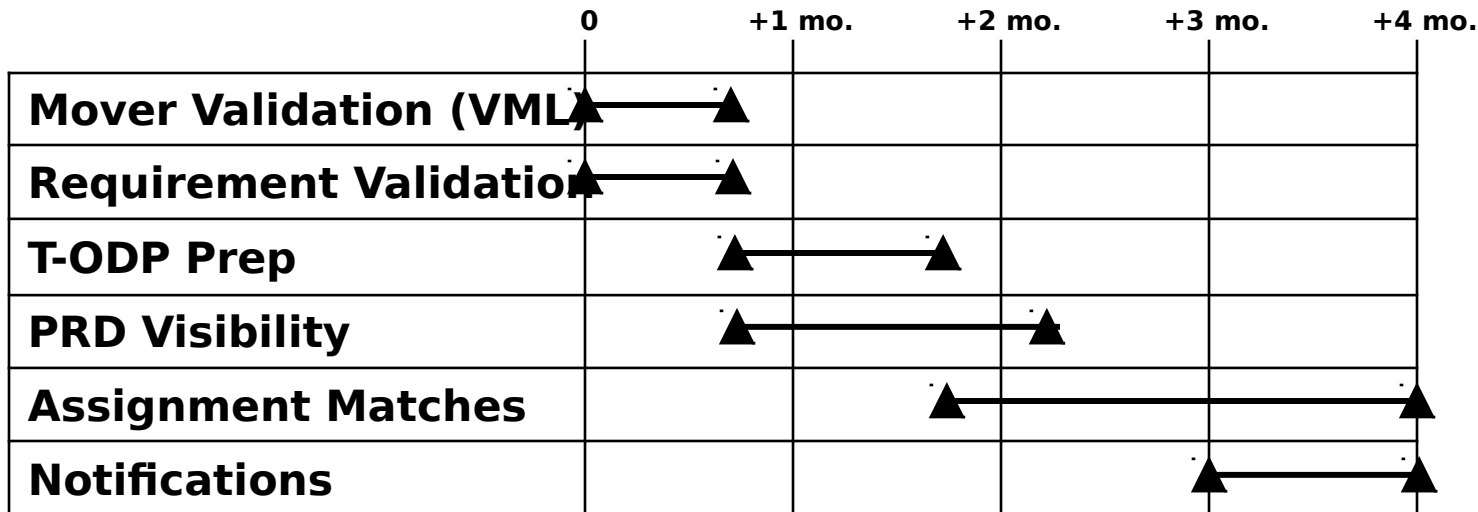
# Assignment Process

## "The Big Picture"





# Assignment Process Timelines

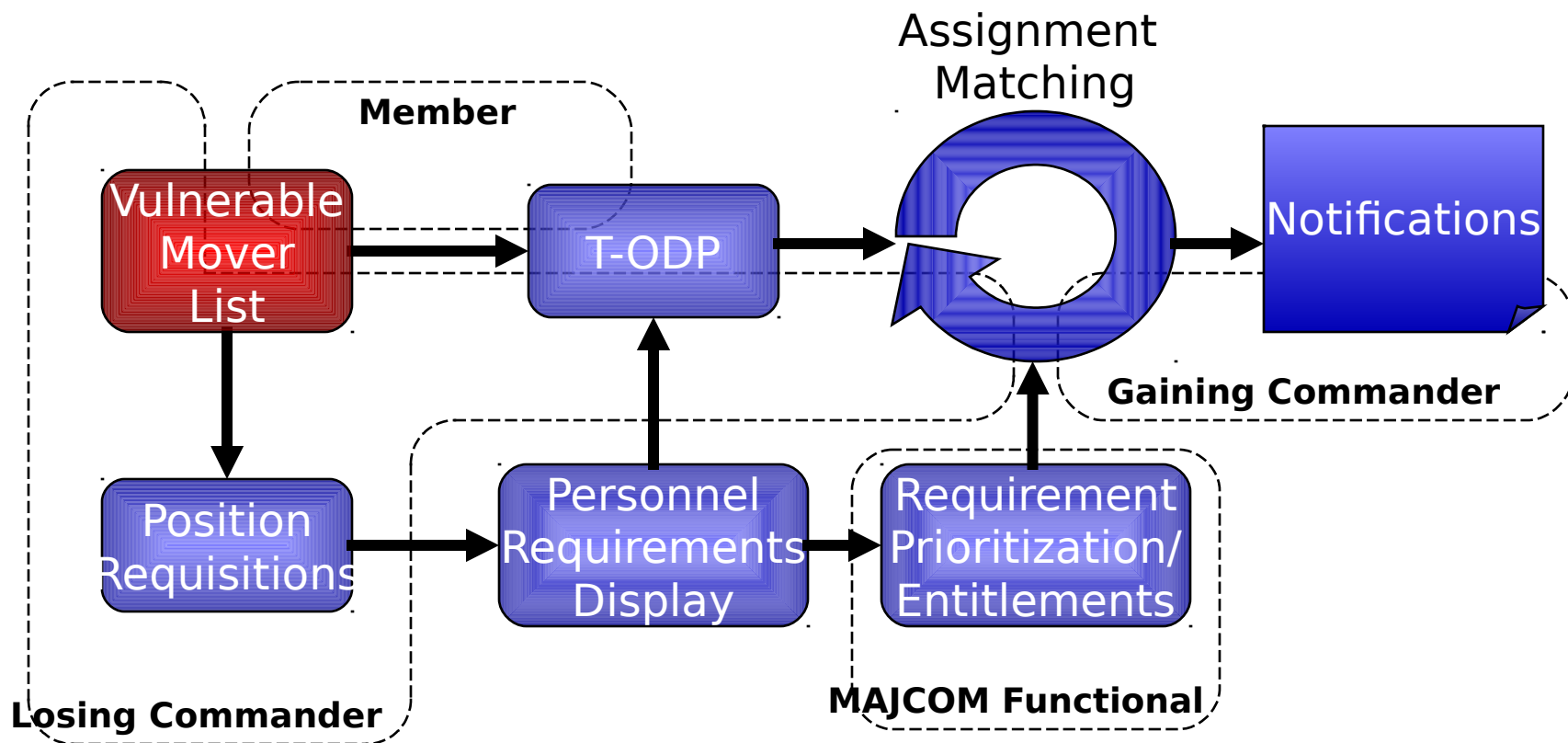


<u>Cycle</u>	<u>Mover &amp; Req't Validation</u>	<u>T-ODP Prep &amp; PRD Visibility</u>	<u>Assignment Matching</u>	<u>RNLTD's</u>	<u># of Movers (approx)</u>
<b>Spring</b>	19 Jul - 5 Aug	PW: 9 Aug - 8 Sep PRD: 9 Aug - 22 Sep	9 Sep - 31 Oct	Feb - May	100
<b>Summer</b>	10 Nov - 26 Nov	PW: 3 Dec - 2 Jan PRD: 3 Dec - 15 Jan	3 Jan - 31 Mar	Jun - Sep	300
<b>Fall</b>	24 Mar - 8 Apr	PW: 13 Apr - 11 May PRD: 13 Apr - 27 May	12 May - 31 Jul	Oct - Jan	75



# Assignment Process

## Vulnerable Mover List (VML)





# ***Assignment Process***

## ***Vulnerable Mover List (VML)***

- Criteria
  - CONUS - 3 years TOS
  - Overseas - DEROS
  - PME Graduates - based on graduation date
  - Commanders - 2 years in command, or DEROS
  - Joint - Joint Tour “Stop” Date (~3 yrs)
  - Other
    - Assignment availability/limitation codes
    - Commander’s request (accepts position gap)

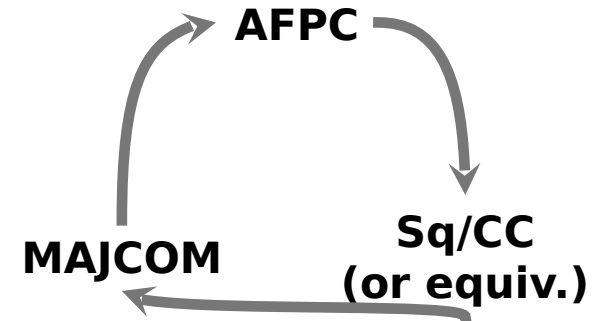


# ***Assignment Process***

## ***Vulnerable Mover List (VML)***

- VML “Process”

- AFPC generates initial VML
  - Commanders review initial VML
    - May request reclama (operational needs)
    - May request addition (officer’s OPD...CC accepts “gap”)
  - MAJCOMs recommend approval/disapproval
  - AFPC formally approves/disapproves
- VML triggers unit & officer “game planning”
    - Requisitions for backfills
    - T-ODPs for “movers”

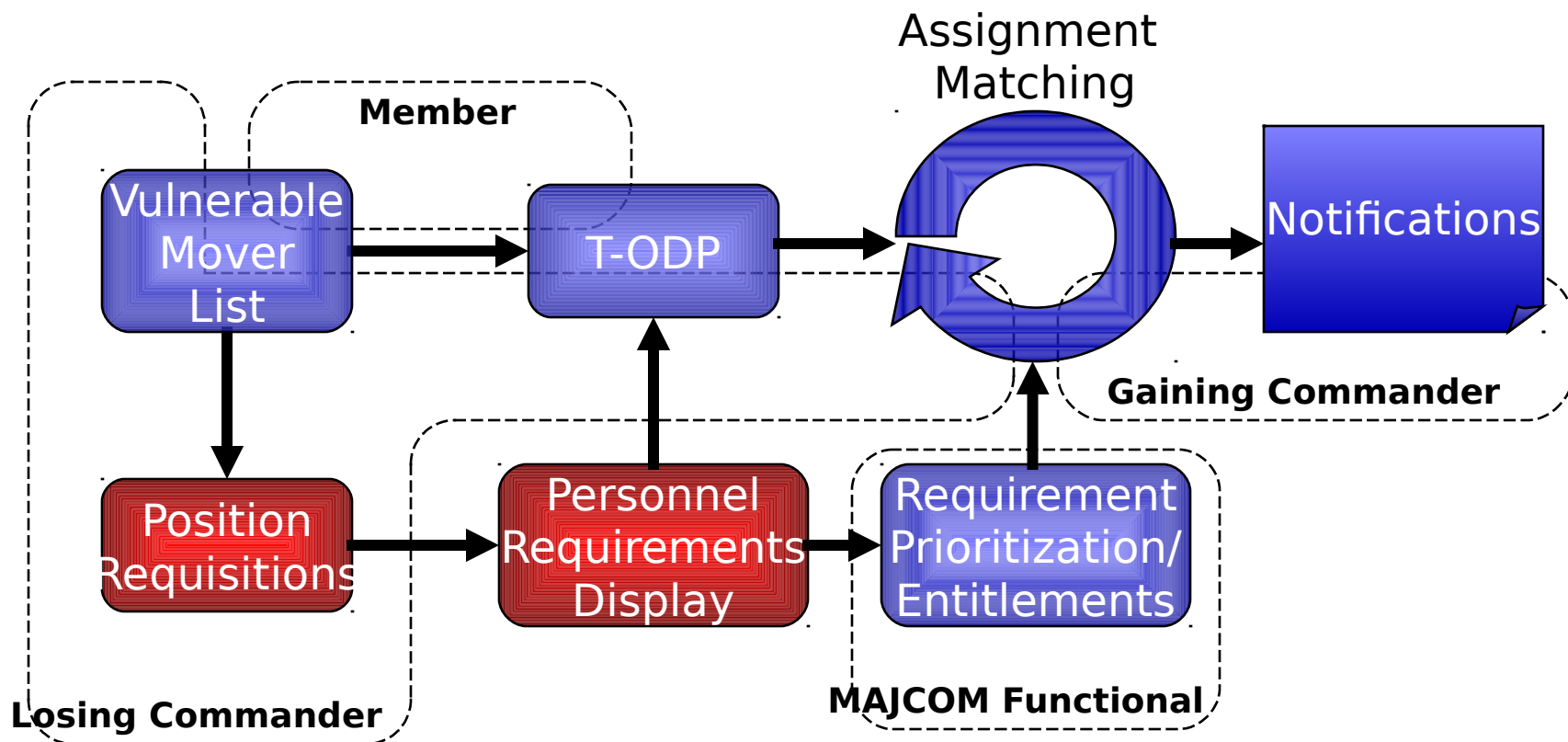




**AFPC**

# Assignment Process

**Requisitions**





# AFPC

# Assignment Process

## Requisitions

- Commander submits requisitions for backfills (not AFPC)
  - Gives Commander flexibility to fill some positions internally, & “advertise” other positions
  - Identify RNLT, description, and qualifications
- MAJCOMs & AFPC validate

Click to  
Create Req

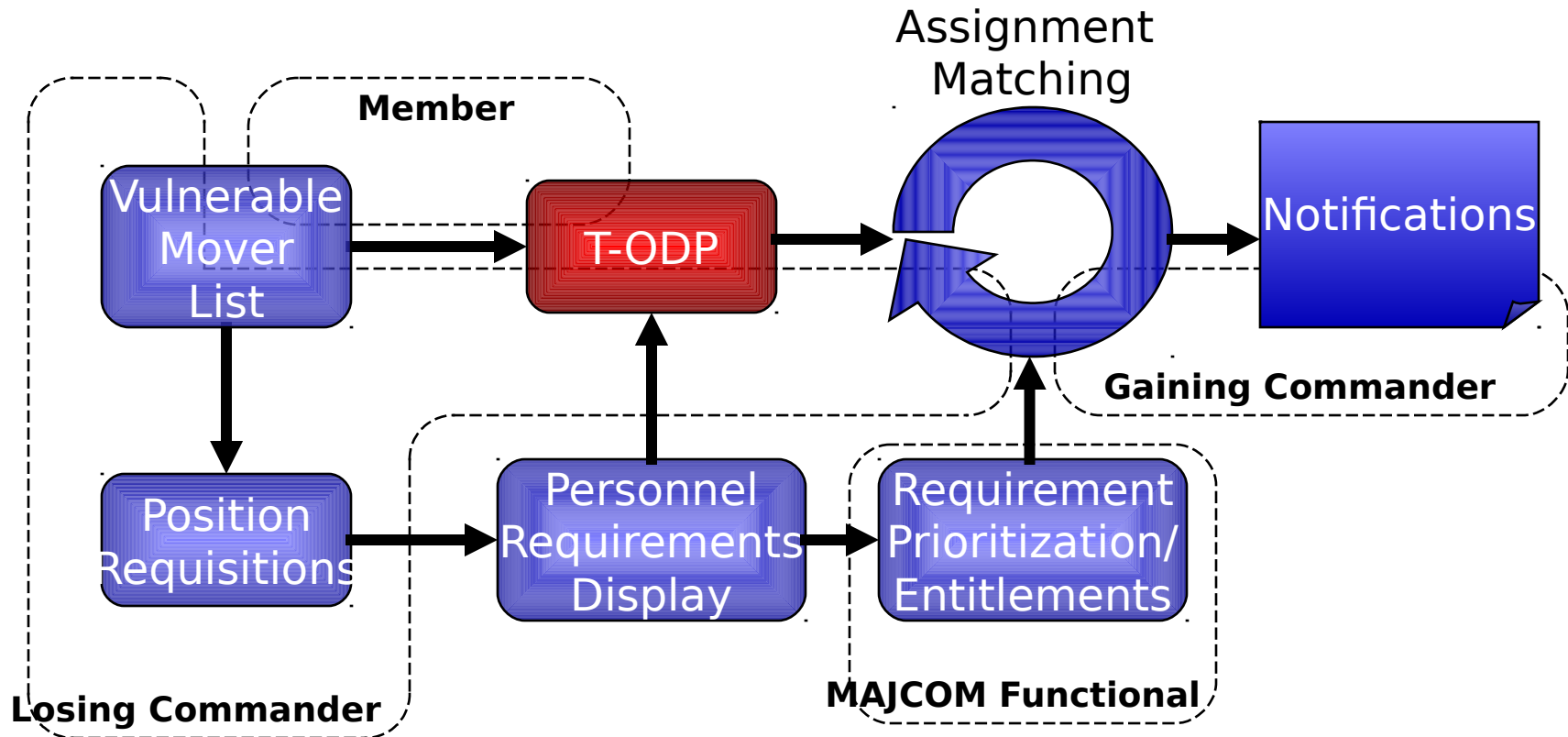
SSAN	View PW	Name	Core	PASCODE	Reclama	Reclama Status	Validate/ View Comments	Requisition
123456789	<input type="checkbox"/>	1LT DOUGHNUTS BAG O	32E	RX0YF6XX	<input type="radio"/> Yes <input checked="" type="radio"/> No	Vulnerable	<a href="#">View</a>	<a href="#">Create</a>
987654321	<input type="checkbox"/>	CPT HERO IAM A	32E	RX0YF6XX	<input type="radio"/> Yes <input checked="" type="radio"/> No	Vulnerable	<a href="#">View</a>	<a href="#">Create</a>





# Assignment Process

## AFPC Transitional - Officer Development Plan





# Assignment Process

## Transitional - Officer Development Plan

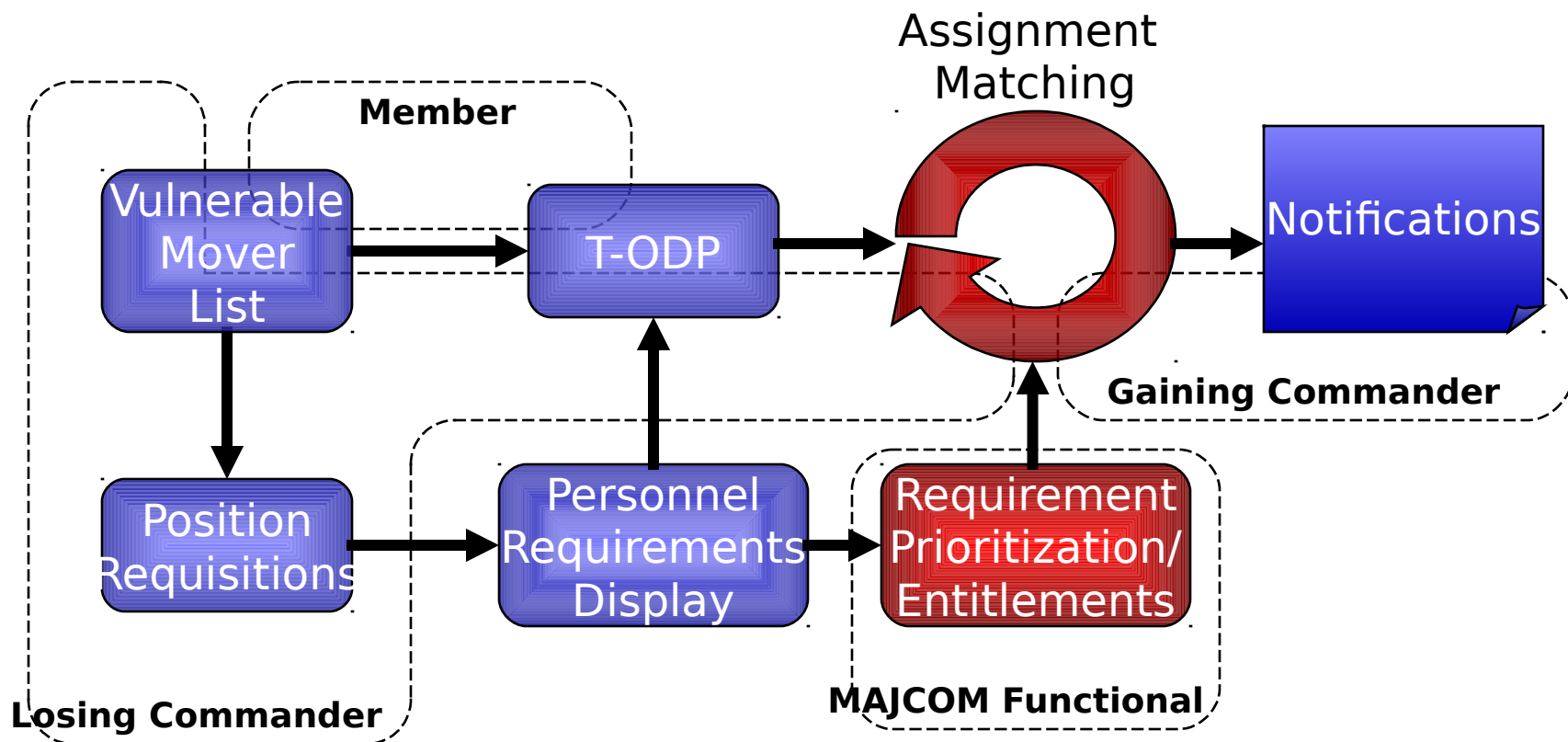
- T-ODP
  - State your intentions for reassignment
    - Available on the AMS Web
  - Assignment matching tool
    - Member
    - Commander
    - DT and AO
- ODP Tips
  - Focus on job rather than location
  - Be realistic
  - Seek diversity and professional growth
  - **Update Often!!**

Join Spouse Preference			
<input checked="" type="radio"/> I desire a Join Spouse assignment. <input type="radio"/> I do not desire a Join Spouse assignment.			
Duty Preferences			
Pref	AFSC/Duty Title	Level	MAJCOM
	<input type="text"/>	<input type="text"/>	<input type="text"/>
1	32E-Commander	Squadron	AFMC
2	32E-Operations Flight Commander	Squadron	AFSOC
3	32E-Staff Officer	MAJCOM	AETC
4	32E-Staff Officer	FOA/DRU	AFCEE
5	32E-Operations Flight Commander	Squadron	SPACECOM
Special Duty Preferences			
Your ability to participate in a special duty assignment may be limited by resource constraints in your AFSC. If you desire consideration for special duty, contact your assignment team at AFPC.			
<input type="radio"/> I desire a special duty assignment. <input checked="" type="radio"/> I do not desire a special duty assignment. However, if chosen my preferences are:			
Pref	AFSC/Duty Title	Level	MAJCOM
	<input type="text"/>	<input type="text"/>	<input type="text"/>
1			
2			
3			
Overseas Preferences			
<input type="radio"/> I desire an overseas short tour. <input checked="" type="radio"/> I do not desire an overseas short tour. However, if chosen my preferences are:			
<input checked="" type="radio"/> I desire an overseas long tour. <input type="radio"/> I do not desire an overseas long tour. However, if chosen my preferences are:			
Desired Locations (Combined CONUS and Overseas)			



# Assignment Process

## Assignment Matching Dynamics



- Priorities:
  - **1.) Air Force Need**
  - 2.) Officer Professional Development
  - 3.) Officer Preferences





# Assignment Process

**Matching** 

- Assignments filled based on the **Non-Rated Prioritization Plan (NRPP)**
- 3 levels of requirements
  - “Must Fill”
  - “Priority Fill”
  - “Entitled”
- “Must Fill” requirements
  - Filled to 100% each cycle
  - Examples: Sq/CC; Air Staff; Short Tour; Ops Chief; MAJCOM (O4 & O5)
- “Priority” requirements
  - Filled at a higher rate than “Entitled”
  - Examples: FOAs; one deep CONUS positions; MAJCOM (O3)
- Entitled” requirements
  - Officer billets filled at a “fair share” across MAJCOMs
  - Examples: Base level; DRUs; NAF; Non-32E (MSG/CC, ROTC)



# ***Assignment Process***

## ***Matching Short Tours***

- Short Tours – Drive the assignment process
- Expect one overseas short tour during career
  - Most FGO short tours are competitive
  - CC, CD, Ops Chief, Joint Staff
- Overseas non-volunteer roster
  - Based on:
    - Overseas Duty Selection Date (ODSD)
    - Time on Station (TOS)
  - If you've never been overseas before:
    - ODSD = TAFMSD (date you entered the AF)
  - Deployments = days credited to ODSD



# **Assignment Process**

## **Non-Voluntary Matching**

- Reasons to skip Non-Vols
  - Officer on stabilized tour
  - Officer not qualified
  - Less than 2 years TOS
  - Losing unit manning too low
  - HUMI code (unless it's for an unaccompanied tour)
  - Position is bad OPD
  
- Invalid reasons to skip Non-Vols
  - "My spouse will divorce me"
  - "We just had a baby"
  - "I won't be able to finish my degree"
  - "My boss doesn't want me to go"
  - "I wasn't on the VML"

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# ***Assignment Process***

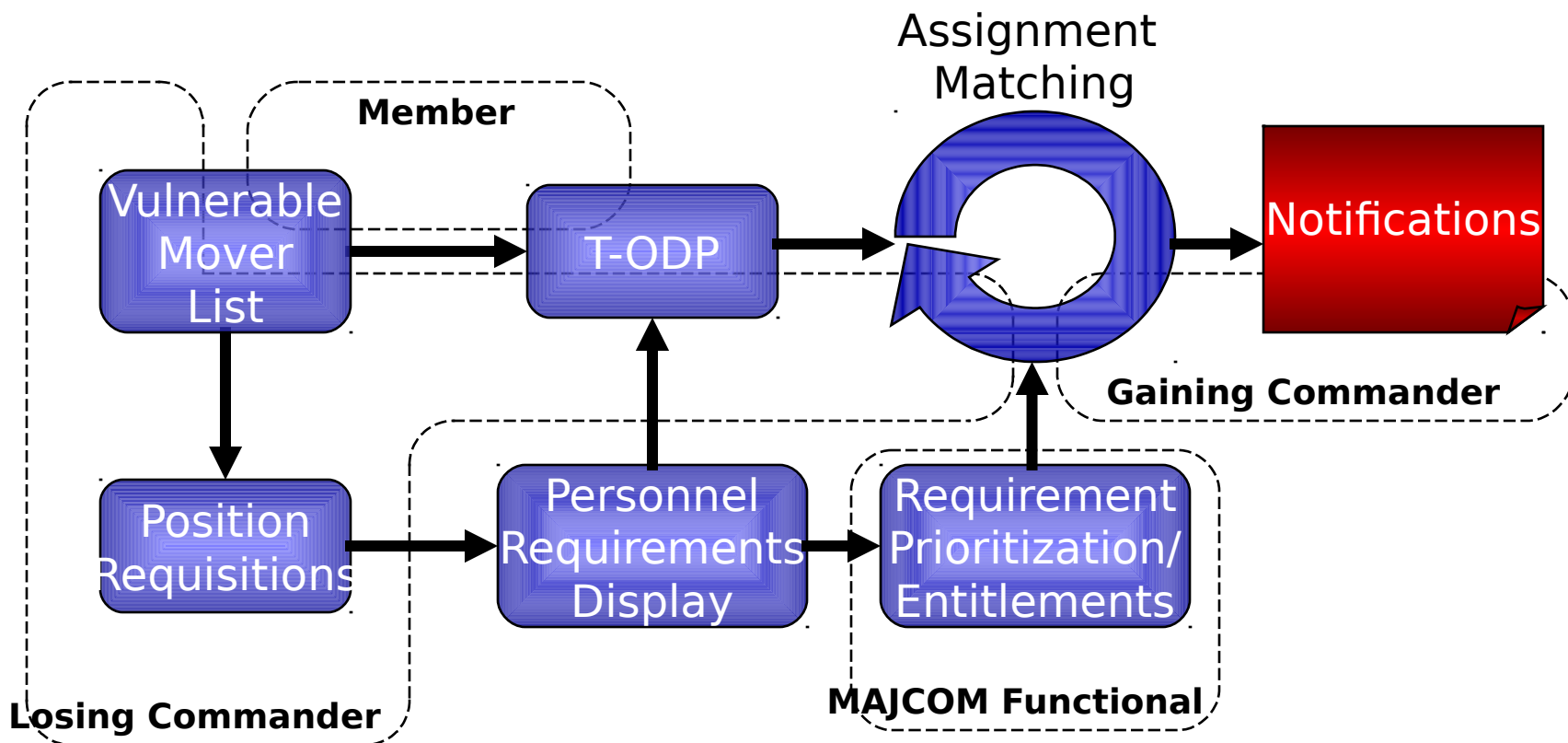
## ***Matching "Policies"***

- **Specific 32E Assignment policies:**
- **No short tour? Then no...**
  - **Assignment to Europe**
  - **EOD school**
  - **Special duty assignment (ROTC, broadening)**
- **Accompanied short tours - priority is given to VML and then to married officers**
- **We don't work "Join Lust" assignments**
- **Policies change**
- **But... In all cases, special circumstances will be considered**



# Assignment Process

## Notifications





# ***Assignment Process***

## ***Notifications***

- 75 days to make assignment notifications...why?
  - Matching takes the majority of time
  - Staffwork for nominative positions (ex. Joint, Air Staff, etc...)
  - Staffwork for Time-on-Station/DEROS waivers
  - “100% must-fill” are processed first
- “Losing CC” Notifications are e-mailed to losing commanders
- “Assignment” Notifications are e-mailed to gaining/losing commanders
- Assignments are loaded in MilPDS after all coordination is complete
  - Assignment is “visible” to losing MPF
  - Process is now in their hands
    - Assignment rip
    - Orders



# Issues



- Force Development
- Commander Selection Board Comments
- Developmental Education Board
- Promotions
- AAD Opportunities
- EOD Opportunities
- Cross Training
- Career Expectations

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**Capt  
Ambitious**



# CHIEF's Sight Picture

6 November 2002

## Force Development

“Our **goal** in implementing our new Force Development construct **is to make** that **investment in all career fields and all ranks more deliberately** than we do today in order **to better prepare us for the future and better meet your expectations...** **Most importantly,** we have made sure that **this new emphasis reflects a sincere** time that you owe to other your families.”



  
**AIR FORCE**  
Air & Space Power



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# ***Force Development***



- **Officers and commanders specifically address development**
  - **Formalize on T-ODP and submit to Development Team**
- **Development Team (DT) determines vector**
  - **Reviews T-ODPs - Commander involvement apparent**
  - **Vector tailored to individual & career field development**
- **Assignment Team (AT) still assigns**
  - **Focus on individual and mission needs**

**GOAL - Build development game plan vs narrow focus on specific job preferences**  
■ **Full-time interface between officers, commanders and DIs**



# ***What This Means To Us?***

- Deliberate Development ... Strategic Career Planning
- Targeted assignments
- Expanded / improved education opportunities
  - Targeted to specific learning goals
  - Better preparation for future assignments
- More realistic personal expectations
  - Enhanced communication / feedback
- You need to be involved in your officers' development

**Keep T-OPDs current**



# ***Civil Engineer***

## ***Development Teams***

### **Senior Development Team:**

Chair: AF/ILE – Maj Gen Fox

Members: MAJCOM/CEs

Advisors: AFCEE/CC and AFCESA/CC

Responsibilities:

- Conduct Sq/CC and DE Boards
- Assignment vectors for FGOs
- Develop program policy to meet strategic goals
- Consolidate officer development objectives and requirements

### **Working Level Development Team:**

Chair: AFCESA/CEO

Members: MAJCOM 3 – digits who own FAM (primarily CEOs);  
AFIT/CE; AF/ILEX; AFPC/DPASBC

Responsibilities:

- Conduct AFIT Graduate Education Board
- Vector CGOs (Capts with at least 1 year TIG)
- Recommend policy and procedure updates to the senior DT



# **Commanders Board**

## **Sq/CC Opportunity**

- 85 CE-related Sq/CC billets (75 Lt Col/10 Maj)
  - 42 billets rotate in even years (38 Lt Col, 4 Maj)
  - 37 in odd years (32 Lt Col, 5 Maj)
  - 6 rotate annually (5 Lt Col, 1 Maj)
- Number of officers nominated for Sq/CC is (approx.) 1.5:1 Lt Col and 3:1 Maj for the # Sq/CC positions to be filled
- Sq/CC's must be hired from the selection list
- Wing CCs hire via a "bid" process
- MAJCOM CEs deconflict bids within & between MAJCOMs
- AF/ILE deconflicts remaining bids between MAJCOMS  
Selections announced after hiring complete



# **Commanders Board**

## **Board Member Observations**

- Not a promotion board
  - Narrowly focused on (a) fitness for command (b) at this time
- “Positives”
  - High level of performance and demonstrated leadership
  - Experience across different MAJCOMs and organizational levels
  - Advanced degree and PME completion
  - Stratification and special awards
- “Negatives”
  - Poorly-written duty titles in OPRs
  - Leaving “mainstream CE” for too long
  - Failure to complete Master’s Degree and/or PME
  - Records not up-to-date
    - Approx. 20% of all records were missing top OPR
  - No stratification in records



# ***Commander's Board Records Review***



- Individual Officer
  - Know career goals & keep Preference Worksheet current
  - Review AFPC Records! Mail signed letter to:

**HQ AFPC/DPPBR1,**

**550 C St W Suite 5**

**Randolph AFB TX 78150-4707**

Include: Name, SSAN, Address, What you are requesting and why (in your case, you are requesting a copy of your officer selection folder]. Lastly, be sure you sign it. Officer Records (DSN 665-2371) requires a signature for release.

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# ***Developmental Education***

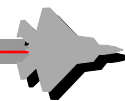
## ***IDE/SDE Board***

- Central Selection Board: 20-22 Oct 04
- DT prioritized all 32E candidates
  - Prioritization based on timing and quality
  - 39 IDE nominations
  - 14 SDE nominations
- Anticipate  $\frac{1}{2}$  of the nominees to be designated
  - Remainder become alternates
- Expect an early November board release
  - Sq/CC matching will begin after board release



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# ***Developmental Education***



## **32E Ceiling Quotas:**

	remaining selects	total eligible	historic attendance (last 5 years, total in AF)	average percent of all three	actual ceiling
IDE	20 / (1.8%) (1092 in AF)	158 / (2.8%) (5722 in AF)	78 / 2.8% (2813)	2.5%	39 of 1600
SDE	12 / (1.6%) (737 in AF)	106 / (2.1%) (4941 in AF)	49 / (3.4%) (1455)	2.4%	14 of 600



# CY04 Promotion Selection Boards






- Colonel Line
  - 6 Dec – 17 Dec 04 (1983 yr grp)
- Lt Colonel Line
  - 12 Jul – 20 Jul 04 (1989 yr grp)
- Major Line
  - 1 Nov – 12 Nov 04 (1996 yr grp – '00 Capts)



# 32E Promotion Rates



Board	PRF	BPZ		IPZ
<b>APZ</b> CY 03 	<b>CE</b>	<b>1.2%</b>	<b>48.7%</b>	<b>4.2%</b>
	<b>AF</b>	<b>2.8%</b>	<b>44.7%</b>	<b>1.7%</b>
CY 04 	<b>CE</b>	<b>4.5%</b>	<b>85.4%</b>	<b>5.0%</b>
	<b>AF</b>	<b>4.7%</b>	<b>72.9%</b>	<b>2.7%</b>
CY 03B 	<b>CE</b>	<b>N/A</b>	<b>90.2%</b>	<b>14.3%</b>
	<b>AF</b>	<b>N/A</b>	<b>93.2%</b>	<b>7.4%</b>



# AAD Opportunities



- All AAD slots require academic eligibility and a degree related payback assignment
- AFIT/CI: CE Officers without short tour credit will not be considered for CI unless there are no other qualified applicants. 2 slots per year, limited degrees available.
- AFIT/GEM: No short tour required before or after school unless officer is eligible for non-vol short tour assignment.

**30 AUG 04 APPLICATION DEADLINE FOR CI AND GEM**

- USAFA/AFIT: Officers sponsored by USAFA or AFIT for graduate degree from a civilian institute, usually will serve an intervening short tour after school and before



# EOD Opportunities



- EOD is a CE responsibility, not a career path
- Volunteers must have commander endorsement on PW
  - Must hold grade of at least 1<sup>st</sup> Lt
  - At least 2 yrs on station in current assignment desired
  - **Short tour before EOD school desired (new requirement)**
  - Must begin PRP/security clearance before school
- 8 Month PCS to Eglin EOD schoolhouse
- Graduates assigned to EOD position within 12 months of graduation, **not all will be flight commanders (change from previous policy)**
- Most serve no more than 2 EOD positions



# ***Cross Training***

- Per AFI 36-2110
  - Officer may not cross train until the 48 month TIS
    - Typically allow cross training at 36 month point
  - Released by current Assignment Team
  - Accepted by gaining Assignment Team
- Cross Training Considerations
  - Think about career as a whole
  - Leadership opportunities within CE
  - Deployment opportunities

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# 32E Career Expectations



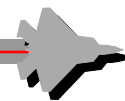
- There is no one “right” path to success in CE
- We strive to develop well grounded leaders with diverse CE experience and an AF perspective
- Not all will command, but traditional path leads that way
- Expect to serve 2-3 base level assignments as CGO
- Expect to do a short tour or long tour during career
- Complete PME and Masters Degree at appropriate times
- Ops Chief as a major normal but not required for progression
- Expect to do a staff assignment sometime **before** O-5 board
- Sq/CC as a lieutenant colonel
- May have to do at least one non-CE assignment or non-traditional CE assignment at some point

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# Palace Blueprint Contacts



- AFPC CE Assignments, DSN 665-3451/52
    - Maj Jennine Carter, FGO Assignments, x3451
    - Capt Anthony Figiera, CGO Assignments, x3452
  - AFPC Home Page:  
<http://www.afpc.randolph.af.mil>
  - Palace Blueprint:  
<http://afpc.randolph.af.mil/Civ-Engr/default.htm>
- E-Mail:  
[AFPC.DPASBC@randolph.af.mil](mailto:AFPC.DPASBC@randolph.af.mil)

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QUESTIONS?